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Institutional Information Memorandum

University of Texas at Tyler

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TYLER STATE COLLEGE

100 E. BERTA

TYLER, TEXAS 75701

October 16, 1973

OFFICE OF THE PRESIDENT

TELEPHONE 214 595-0711

Memorandum

To: All Tyler State College Personnel

From: James H. Stewart, Jr.

Subject: INSTITUTIONAL INFORMATION

I. Institutional Colors

In connection with the consideration of the official seal, symbol, and colors for Tyler State College at the Board of Regents Meeting on October 10, 1973, I reported that students had expressed, in a very appropriate manner I might add, their desire for an opportunity to share their sentiments about the institutional colors. The Board decided, partially as a result of this request, to delay a final decision on the selection of the official Tyler State College colors and seek input from the student body. Through further discussion, it was also decided that we would like for all institutional personnel to be afforded the opportunity of expressing an opinion about the college colors. Therefore, if you have a suggestion concerning the institutional colors, please advise me in writing by 5 p.m., October 24, 1973.

II. Tax Sheltered Annuity Program

The Tyler State College Board of Regents recently approved a Tax Sheltered Annuity Program for our institution. This program is offered under provisions of Section 403 (b) of the Internal Revenue Code. The principal tax benefits of a Tax Sheltered Annuity allows an employee to exclude from gross income an employer's contribution toward the purchase of an annuity and postpone the payment of income tax on those contributions until after retirement. The employer contributions at Tyler State College would be derived from an employee's current salary by means of a supplemental employment contract which would reduce the salary of the employee and from which reduction Tyler State College would purchase the annuity contract.

The annuity program is a fringe benefit made available to Tyler State College employees and, of course, will be initiated only upon the individual application of employees who desire to purchase an annuity. Applications for the purchase of tax sheltered annuities, along with procedural information, are available in the office of the Vice President for Fiscal Affairs.

III. The United Fund

I am extremely pleased about the excellent response that the personnel of Tyler State College made relative to the United Fund of Tyler and Smith County. Each of you is to be congratulated for your part in supporting this effort in such a generous manner. Although your giving was a private individual matter, the response does reflect very favorably on our institution and on all of us as a group. We can all take pride in the fact that Tyler State College employees are supporting the good work of twenty-five United Fund agencies.

Besides the satisfaction that we derive individually and collectively from supporting the United Fund, Tyler State College qualified for the Employees Outstanding Citizenship Award and our institution will be receiving this award in the near future. Also, I wish to report that 82.69% of our full-time employees contributed and our total institutional contribution amounted to \$981.00. This is an average of \$22.81 for those contributing and an average of \$18.86 for the total full-time personnel.

Thank you very sincerely for your efforts in making the United Fund campaign successful for our organization.

IV. Faculty Meeting

A faculty meeting will be conducted at 3:30 p.m., October 25, in the Conference Room. All faculty members are requested to be present.